

**Minutes of Meeting
California 9-1-1 Advisory Board Meeting
Ziggurat, 707 3rd Street
West Sacramento, CA 95605
September 22, 2005**

Members Present

Edward N. Bonner, Placer County Sheriff's Department
Peter M. Bryan, City of Rancho Cucamonga Fire Protection
Richard J. Doscher, Yuba City Police Department
Chris R. Hinshaw, San Diego County Sheriff's Department
Lisa J. Hoffmann, Contra Costa County Office of the Sheriff
Mark N. Pazin, County of Merced Sheriff's Department
Sal R. Segura, California Highway Patrol
Sam L. Spiegel, Folsom Police Department
Lesli J. Wilson, Orange County Fire Authority
Chip W. Yarborough, Mountain View Police Department
Daphne Rhoe, California 9-1-1 Emergency Communications Office, DGS

Members Absent – None

Others Present

Barry R. Hemphill- DGS, Telecommunications Division
Charles Taylor, CPRA
Joan DeCrescenzo, DGS, 9-1-1 Office
Frank Leaden, Verizon
Nick Warner, Legislative Advocate
Peggy Gregson, Folsom Police Department
Sandy Champion, California Highway Patrol

- 1) **Call to Order** – A quorum being present, the meeting convened at 8:02 a.m. and was opened by Ms. Rhoe.
- 2) **Welcome & Opening Remarks** – Ms. Rhoe welcomed members and introduced Barry Hemphill, Deputy Director for Telecommunications, DGS. Mr. Hemphill extended his personal welcome to Board members and thanked them for their service.
- 3) **Introduction of members** – All were introduced and asked to add their email addresses to the Advisory Board Committee List.
- 4) **By Laws** – Chief Sam Spiegel suggested that the bylaws be amended to accommodate changes. After a 20-minute recess to craft proposed language, a motion was made by Chief Spiegel to adopt the proposed language. The motion was carried by unanimous vote.

Mr. Hinshaw moved that one more than half the voting membership constitute a quorum. The motion was passed by unanimous vote.

Chief Sal Segura requested that a proxy could sit in for a member not able to attend meetings on certain meeting dates. A letter would need to be sent prior to the meeting to inform the Board of the alternate member's attendance. The Chair indicated that this should be referred for legal interpretation.

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Chief Peter Bryan moved that the Board conduct business in accordance with Robert's Rules of Order and that this be adopted into the bylaws. The motion was approved.

A discussion ensued on interpretation of member term of service. Chief Spiegel made a motion that the Chair obtain legal clarification. The motion carried unanimously.

- 5) **New Business** – Mr. Yarborough stated that he received a request from Chief Love of Broadmoor Police Department regarding the 9-1-1 Office's denial of funding for equipment. A discussion ensued concerning what constitutes receipt of a request for appeal and what time frames apply. The Chair is to confer with legal counsel to obtain clarification on the time frame requirements and what constitutes receipt of an appeal. Chief Bryan moved the Board set a special meeting, within 30 days, to hear Broadmoor's concerns and to deal with any additional business on October 25th. The motion was carried.

A motion was made by Mr. Hinshaw that there be a standing committee to address issues of policy, process, and procedure. The motion was approved. Chief Pazin moved that Mr. Yarborough chair the standing committee. The motion was carried.

A 9-1-1 Advisory Board Letterhead is to be created by the Chair for review by the Board.

It was requested by a member that the Bureau of State Audits Report on the Wireless Enhanced 9-1-1 Project be forwarded to all Board Members.

It was suggested that, at a future meeting the CA 9-1-1 Emergency Communications Office provide information to the Advisory Board on its different functions such as: Satellite 9-1-1, Cellular – Cable companies, VoIP, E9-1-1 status, and the State GIS project.

Chief Spiegel commented that SBC had offered the Board a tour of their Network Operations Center (NOC) and to discuss the role of monitoring and security as it relates to the 9-1-1 network.

- 6) **Announcements** – None
- 7) **Public Comments** – Charles Taylor, President of CPRA, introduced himself and his organization and offered congratulations to the Board members on their appointment.

Frank Leaden of Verizon introduced himself and stated that Verizon would welcome the opportunity to inform the Board on ways they handle 9-1-1. Mr. Leaden extended an invitation to the members to tour Verizon's facility.

- 8) **Closing Comments and Next Meeting Date and Time** – The next quarterly meeting was scheduled for December 8, 2005, at 9:00 a.m. in Sacramento. The meeting address will be confirmed and the members notified.

Adjournment - The meeting was adjourned at 11:00 a.m.